

S E C R E T

FBIS-1583/85  
17 JUL 1985

MEMORANDUM FOR: Director of Personnel

VIA: Chief, Personnel, DDS&T

FROM: [REDACTED]  
Acting Director, Foreign Broadcast Information Service

SUBJECT: Retroactive Promotion - [REDACTED]

1. It is requested that the attached staff promotion action  
(Attachment A) be processed with an effective date of 3 March 1985. [REDACTED]

3. To ensure that [REDACTED] is not penalized for the above  
administrative error, we request that the attached staff promotion action  
be processed with an effective date of 3 March 1985. This date is  
requested because [REDACTED] within-grade increase was effective on  
3 March 1985 and should be taken into consideration when computing her new  
grade and step. [REDACTED]

4. If you have any questions please contact [REDACTED]  
Chief, Personnel and Training Branch, FBIS on extension [REDACTED]

Attachments

CONFIDENTIAL When Separated  
From SECRET Attachments

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SUBJECT: Retroactive Promotion -

CONCUR:

\_\_\_\_\_  
Chief, Personnel, DDS&T

\_\_\_\_\_  
Date

APPROVED:

\_\_\_\_\_  
Director of Personnel

\_\_\_\_\_  
Date

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DDS&T/FBIS/Pers  (20 Jun 85)

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